

14 August 1953

MEMORANDUM FOR: Colonel White

SUBJECT : Basic Intelligence Course

1. Based on the comments of trainees, staff members of the Office of Training, and monitors representing DD/A Offices, I am summarizing my impressions and observations of the administrative phase of the Basic Intelligence Course. Where corrective action was appropriate, the specific steps taken are mentioned.

a. The over-all appraisal of the BIC was almost unanimously favorable. As a result, one Office (Logistics) is planning to have most of their non-clerical people scheduled for participation. Several other offices are giving thought to the problem of arranging attendance for "on duty" personnel at future courses.

b. A good amount of reorganization of course material is required. For example, the preponderant complaint made by the trainees with respect to the Personnel presentation was that it was too theoretical, "too much foam and froth." Personnel's critique recognizes this. The Director of Security mentions in his critique the need for a number of offices to point out the security role in pursuing their particular programs and procedures. The Security Office has taken the necessary measures to bring this to the attention of the offices concerned.

c. From the standpoint of effectiveness of presentation or delivery, the DD/A Offices turned in a pretty good performance. Mr. [REDACTED] of the Comptroller's Office, by common consent, did the best job. Actually, it seems that he was one of the best lecturers to appear during the entire BIC. Conversely, the Logistics Office, on an over-all basis, was rated lowest, again by common agreement. One or two of the four Logistics lecturers were acceptable, but one of the speakers, a Mr. [REDACTED] was regarded the least acceptable speaker to appear during the entire BIC. The indictment against

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him is based on the fact that his discussion comprised an unintelligible reading of a paper prepared for the course. The Logistics Office is fully aware of the generally adverse appraisal made by the trainees. Since (among Logistics' speakers) [redacted] pre-sentation was best received, it has been agreed that he would give the entire Logistics discussion at the next course. For the Personnel Office, [redacted] (who is an excellent speaker) will lead off with a general introduction and then talk about job classification and T/O establishment, recruitment, placement, and personnel services; [redacted] will discuss military personnel; [redacted] will outline allowance administration; and [redacted] will handle central processing procedures. Mr. Houston's lecture was well received, as were those by [redacted] for the Medical Staff, and [redacted] for Security. It did not appear that any action looking to course modification was called for in these three cases.

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2. I have had numerous discussions with members of the OTR Staff, Personnel Office and Logistics Office in order to work out needed revisions in course syllabus for each of the latter two Offices. Agreement has also been reached on the advantages of decreasing the time previously allotted to the Logistics Office and increasing that for the Personnel Office. Additionally, the sequence of presentation among DD/A Offices has been changed somewhat to provide for better understanding of certain subjects by the trainees. For example, it has been decided to have the Comptroller's presentation scheduled ahead of Personnel. One reason for this is the very excellent discussion of allowance problems encountered by field personnel, which comes within the scope of Mr. [redacted] finance discussion. The effectiveness of his lecture in this respect seems to be considerably enhanced as a result of his tour of duty overseas as a finance officer. The more theoretical headquarters approach to allowance administration, presented by Personnel, seems to be best placed after the field oriented discussion.

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3. Much trial and error was apparent in the administrative courses which made up the first BIC (Sup). The DD/A Offices concerned are aware of many of the shortcomings for which they are responsible, and in almost all cases a real effort is being made to improve the course quality. I am very confident that the second course, which will present the administrative phase in two weeks, will reflect great improvements. I believe that any word of encouragement you can give to Jim Garrison to make sure that he will lend his support to ensure better participation by Logistics will pay off. [redacted] is a fair speaker, but I have the feeling that the scarcity of public speakers in Logistics has had the effect of giving him an impression that he is a better lecturer than is actually the case. Consequently, I believe he's inclined to take the responsibility more lightly than is warranted.

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Comments from DD/A Offices

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